

641—138.2(147A) System evaluation quality improvement committee (SEQIC). The system evaluation quality improvement committee shall develop, implement, and conduct trauma care system evaluation, quality assessment, and quality improvement in accordance with Iowa Code chapter 147A, Iowa Administrative Code 641—Chapter 191 and these rules.

138.2(1) Duties. The scope of the duties of SEQIC shall include, but not be limited to:

- a. Analyzing trauma-related information and data provided by the department.
- b. Evaluating the standards for trauma care in Iowa's trauma system.
- c. Evaluating the effectiveness of Iowa's trauma care system.
- d. Recommending quality improvement strategies related to trauma care.
- e. Designing and recommending corrective action plans to the department for trauma care and trauma system improvement.
- f. Monitoring, evaluating, and reevaluating trauma system-related corrective action plans implemented by the department.
- g. Assisting with development of an annual SEQIC report.

138.2(2) Membership. The director, pursuant to Iowa Code section 147A.25, shall appoint members of SEQIC.

Pursuant to Iowa Administrative Code rule 641—191.6(135), SEQIC may establish a subcommittee of medical care consultants whose expertise is needed. Subcommittees are subject to the approval of the department.

138.2(3) Meetings/member attendance. SEQIC shall establish bylaws pursuant to Iowa Administrative Code rule 641—191.5(135).

138.2(4) Confidentiality.

- a. The data collected by and furnished to the department pursuant to Iowa Code section 147A.26 shall not be a public record under Iowa Code chapter 22. The confidentiality of patients is to be protected, and the laws of this state shall apply with regard to patient confidentiality.
- b. Proceedings, records, and reports reviewed or developed pursuant to Iowa Code section 147A.25 constitute peer review records under Iowa Code section 147.135 and are not subject to discovery by subpoena or admissible as evidence. All information and documents received from a hospital or emergency care facility under Iowa Code chapter 147A shall be confidential pursuant to Iowa Code section 272C.6, subsection 4.
- c. SEQIC may enter into a closed session proceeding pursuant to Iowa Code section 21.5.
- d. All committee and subcommittee members shall sign a confidentiality agreement not to divulge or discuss information obtained during a SEQIC closed session proceeding. Subcommittee members may be present only for that portion of the closed session proceeding pertaining to their expertise.
- e. The signed confidentiality statements shall be kept on file at the department.

138.2(5) Documentation. The department, pursuant to Iowa Code section 21.3, shall keep minutes of open session proceedings. The department, pursuant to Iowa Code section 21.5, shall also maintain minutes and tape recordings of closed session proceedings.

- a. The department, at the close of each meeting, shall collect all confidential documents. No copies of confidential documents may be made or possessed by committee or subcommittee members.
- b. The department shall approve all correspondence and communication generated by SEQIC prior to dissemination.